

Purpose

To establish a policy for existing and new mailboxes and newspaper boxes on State highways.

Policy

All new mailboxes and newspaper boxes placed by owners on State highways shall be constructed in conformance with current standards and regulations of the Department of Transportation and the U.S. Postal Service. Existing boxes relocated by highway construction shall also meet current standards and regulations.

Existing boxes, which constitute a traffic hazard, shall be removed or altered by the owner to conform to current standards and regulations, Such removal or alteration shall be at the expense of the owner.

Newspaper box installations shall meet the same requirements as mailbox installations.

Procedures

Mailboxes and Newspaper Boxes

UDOT 08A-7.1

Responsibility: Region/District Permits and Encroachments Officer

Actions

1. Conducts field checks of box installations to insure compliance with standards and regulations.
2. Notifies owner in writing of nonconforming mailbox installation. Box supports which do not comply with Standard Drawing No. 725-1 & 1A shall be considered nonconforming and shall be reconstructed or replaced at the owner's expense to conform with the Standard Drawing for mailboxes. The notice should require the owner to correct any deficiencies within thirty (30) days of receipt of the notice.
3. Sends copy of notice to local postmaster for mailboxes.
4. If owner fails to comply with the notice, removes the box and delivers it onto the property of the owner.
5. All new boxes placed on State highways shall be constructed in conformance with Standard Drawing No. 725-1 & 1A.